

# JOB OPPORTUNITY

Franchise Tax Board is an equal employment opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

☒ Permanent Full-time      ☐ Permanent Intermittent      ☐ Limited-term (Temporary) Length \_\_\_\_      ☐ Formal Training and Development Assignment

Position Title: Systems Analyst

Classification: Staff Info Systems Analyst  
200-1312-xxx

Location 11120 International Dr. Rancho Cordova, CA

Section/Unit: CCSAS/Requirements Mgmt  
Section 200

Salary Range: \$5065-6466

Number of Vacancies: 1

**Job Description: (includes typical duties)**

Under the direction of the Requirements Management Section manager, the incumbent will function as a team member on the financial management team responsible for providing systems and process analysis and oversight in support of the California Child Support Automation System (CCSAS) project. The incumbent will participate in all aspects of the system development life cycle including defining business and software requirements and system specifications; design for enhancements and modifications; user acceptance testing and implementation. The incumbent will work closely with a diverse group of representatives including County and State Child Support Program management and subject matter experts, technical staff from multiple organizations and various business partners and vendors. This position will be transferred to the Department of Child Support Services on January 1, 2009.

**Required Knowledge, Skills, Abilities:**

- Ability to analyze situations and formulate actions with minimal direction.
  - Familiarity with project management methodologies and tools.
  - Strong organizational skills and customer service orientation.
  - Ability to communicate, verbally and in writing with all levels of project management and stakeholders.
  - Ability to work well independently and as part of inter-departmental teams.
  - Flexibility and willingness to adapt to changes in priorities and/or workload demands.
  - Background or college degree in auditing, accounting or finance.
- \* Child support Experience preferable \* Child support Experience preferable .

**Desirable Experience/Qualifications:**

- Ability to manage concurrent assignments.
- Experience with development of large, multi-faceted information technology systems and business processes.
- System Design experience.
- Knowledge of structured process and systems analysis/development methodologies.

Mail or hand deliver your application by: October 31, 2008 Contact Person: Robin Dabrowski, CCSAS Project MS M-1, Telephone Number: 916-290-8702, Address/Room Number: Exam Unit, PO Box 550, Sacramento CA 95812-0550 Attn: Exams Robin Dabrowski MS M-1, Special Instruction: **FTB Employees Hand Deliver or Route To Robin Dabrowski at MS M-1**

Please submit a State application form 678 and a statement of qualifications or resume that demonstrates meeting the required knowledge, skills, and abilities.

To be considered for this Job Opportunity, applicants must have permanent civil service status, be reachable on an employment list, or have reinstatement eligibility. **Applications will be screened and only the most qualified applicants will be interviewed.**

**All applicants not currently employed with the Franchise Tax Board will be subject to a pre-employment background investigation.** The investigation will consist of completion of a pre-employment questionnaire, fingerprinting, and an inquiry to the Department of Justice to disclose criminal records.

California State Tax Compliance: As required by the departments rules of conduct, all employees of the Franchise Tax Board (FTB) must be in compliance with the California Revenue and Taxation Code. During the background investigation portion of the hiring process, FTB will review return information to verify California state income tax compliance. Any failure to comply with the California Revenue and Taxation Code may prevent you from being hired at FTB. If you think you may have any potential tax compliance issues, please call (800) 852-5711 to resolve them prior to seeking employment with FTB.

TDD is Telecommunications Device for the Deaf and is reachable only from telephones equipped with a TDD device. The California Relay Service telephone numbers are: (from TDD Phone) (800) 735-2929; (from Voice Phone) (800) 735-2922.